

HIND INSTITUTE OF MEDICAL SCIENCES , SITAPUR 261303

Medical Education Unit

Ref No :HIMS/Notice/MEU/40/2025

Date – 10.11.2025

MINUTES OF MEETING OF ACADEMIC CELL

Date 04/11/2025 (Tuesday)

Time-12:45 PM

Venue-Meeting Hall (MEU) 3rd floor ADMIN Building

Minutes of the Academic cell meeting held on 16.07.2025 were read.

The following Heads &/or faculty members were present

S. No.	Department	Name of Head / Faculty
1	Principal & Dean Academics	Prof. Narsingh Verma
2	MEU coordinator	Dr. N.K.Gupta
3	Controller of Examination	Dr.Prof. Divakar Srivastav
4	Anatomy	Dr.Prof. Mumal N Mishra - Head
		Dr.Rajeev Mukhia
5	Physiology	ABSENT
6	Biochemistry	ABSENT
7	Pharmacology	Dr. Prof. H.K.Singh - Head
8	Pathology	Dr. Prof.Sanjay Agrawal - Head
		Dr. Prof.Shambhavi Tripathi
9	Microbiology	Dr. Prof. Razia Khatoon - Head
10	Community Medicine	Dr. Prof. Arslan Neyaz - Head
11	Forensic Medicine and Toxicology	ABSENT
12	General Medicine	ABSENT
13	General surgery	ABSENT
14	Obstetrics & Gynecology	Dr. Prof. Shweta Mishra
15	Pediatrics	Dr. Suresh Kr Yadav – Associate Professor
16	Ophthalmology	Dr. Prof. C.M.Kohli - Head
17	Otorhinolaryngology	Dr. Prof. Syed Mohd Ahmad
18	Psychiatry	ABSENT
19	Dermatology	ABSENT
20	Respiratory Medicine	ABSENT
21	Orthopedics	ABSENT
22	Anesthesiology	Dr. Prof. S.K.Sonkar - Head
23	Radiodiagnosis	Dr.Vivek Raj - AP
24	Neurosurgery	ABSENT

1. FDP Programs presentation by all departments

*All Heads agreed and will send their topics to MEU by end of November 2025.

*One very important topic to be learned is Interpersonal communication as suggested by Prof. Narsingh Verma, Principal and Dean Academics.

*Some heads wanted that once a notice is issued from Principal office regarding attending academic programs by faculty and senior residents – Notice is issued so that Heads will ensure departmental participation.

2. Development of post graduate academic programs as per NMC Norms- 3 Year road map for PGs Batch 2025 to be provided in beginning of session – most likely will join by end of November 2025 , attending under graduate theory classes of their specialty, inter departmental posting and remedial measures for under performing students and orientation programs , ATLS training , BCBR and

Academic cell

- *All heads concerned will prepare structured program and send to MEU by 15.12.2025.
- *Prof H.K. Singh also emphasized importance of posting PGs in other relevant departments so all concerned heads will send the number of days and departments where they should be posted.
- *Once new batch of PGs joins, rest of their first programs of PGs 2024 will be conducted and then will start for PGs Batch 2025.

3 Regular monitoring of logbook and thesis

- *This will be done regularly in each posting in each phase for UG and PGs. *Thesis is completed in end and no regular follow up is done to solve this issue

4. Interns integrated training program

This should be planned at the beginning of of internship and more faculty from other departments should be involved to prepare a comprehensive program to be prepared involving clinical departments and other departments concerned

5. Academic calendar follow up - regular monitoring and documentation

- *At the beginning of each year, the academic calendar for UG and PGs will be prepared, Heads will ensure its compliance and provide feedback regularly to make necessary changes well in time to meet learning objectives.
- *Now at least one monthly tests will be conducted in EACH MONTH and result to be submitted to Examination cell. In university examination of Phase I, II and III – A – there will be one paper in first and second terminal and two papers in Preuniversity examination.
- *Due to unplanned or unscheduled holidays, whole teaching schedule is disturbed as planned for whole year.
- *Departments can compensate at their level and if major issue then in some department due to limited teaching hours, then during clinics or SDL activities, one lecture can be scheduled.
- *All the assessments will be part of eligibility to appear in examination – Rest of details of comprehensive SOP for UG and PGs will be notified by COE – Dr. Prof. Divakar Srivastav

6. Multiple BLS training program for UGs – 1st year , 3rd year and final year to make them expert enough to carry out at any place and time.

- *All Heads agreed with importance of such life saving procedure to train students repeatedly.
- *More faculty from Department of Anesthesiology should be involved.
- *Already MBBS Batch 2021 has completed and some students of MBBS Batch 2022 have done.

Meeting ended with thanks to all heads for their enthusiasm and interest in improving academic programs, their monitoring and implementation.

Narendra Kumar Gupta

Prof. N. K. Gupta
MEU- Coordinator

N Singh

Prof.(Dr) Narsingh Verma
Principal & Dean Academics

Copy to –

1. Chairman
2. DSW
3. Director ADMIN
4. All HODs WhatsApp Group
5. Computer Operator WhatsApp Group

Academic cell ②